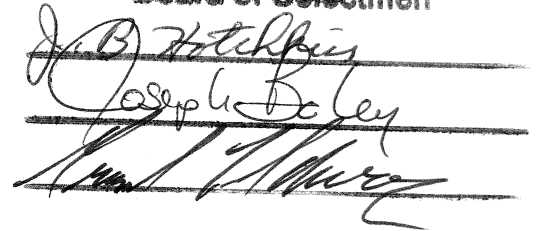


Town of Middleton
Board of Selectmen Meeting
December 22, 2014

Approved By
Board of Selectmen



Called to order at 6:30 P.M

BOS Members Present: J. Hotchkiss, J. Bailey, M. Schwarz

J. Bailey motions to enter non-public per RSA 91-A: 3 c

M. Schwarz seconds, all in favor

J. Bailey motions to re-enter public session @ 6:55 PM, second by M. Schwarz, all in favor

J. Bailey motions to recess @ 6:56 PM, second by M. Schwarz, all in favor.

Public meeting reconvene at 6:57, roll call completed

J. Bailey motions to seal the minutes from the non-public meeting. M. Schwarz seconds, roll call vote, all in favor

Pledge of Allegiance Recited

Signature Action:

M. Schwarz motions to accept the minutes from 12-8-14 meeting as written. J. Bailey seconds, all in favor.

Fire Department is requesting approval for budget expenditures. These requests are for this calendar year. I am Responding renewal \$300.00. Gear Lights for firefighters \$60.00 each ordering 5 (\$300.00). Projector for training purposes \$1099.99. Laptop for training purposes \$504.39. Fogger machine \$1103.00.

J. Hotchkiss spoke about the trailer currently in use by the Fire Department. In 2010 BOS decided to rent an office trailer. Currently rent is approximately \$300.00 per month. To date the town has paid over \$14,000 for this trailer. M. Schwarz researched and found a 2001 office trailer. A new trailer would cost \$8,000-\$20,000. M. Schwarz found a trailer for \$2500.00. J. Hotchkiss talked to the budget committee and everyone is in favor of purchasing this trailer to save money. S. Morrill wants it brought to the same standard as the current one. New one is set up for plumbing, but needs bathroom facility. J. Coskie offered to donate the toilet. J. Bailey motions to purchase the new trailer for the fire department in the amount of \$2500.00 plus \$300.00 for delivery totaling \$2800.00. M. Schwarz seconds, all in favor.

J. Hotchkiss thanked the fire department for another successful Santa Ride. S. Morrill thanked the Fire Association for all the help with the toys for tot program. J. Bailey thanked the Fire Department for helping Santa make his annual appearance at the Rec Committee Christmas Party.

Old Business

Personnel Policy- Page 27- Maternity Leave. Talk about how there is no mention of paternity leave. The wording was changed to add paternity leave. FMLA rules need to be followed.

Sick Leave/Personal Days/Vacation Days- Talked about how there are different rules for use of each benefit. Talk about accrued. Currently there is a mix of days. Sick days are accrued while Personal and Vacation days are not. J. Bailey spoke about accrued for all would be easier. M. Schwarz agrees with accrued would be easier. J. Lamontagne spoke about committee deciding to keep it the same due to each department works differently with holidays etc. S. Dolliver spoke that there are pros and cons for both ways. Accrued time can also have a limit. J. Bailey talked about accrued, new employees can accrued from date of hire. Attorney suggests changing the new employee getting 40 hours vacation which is subject to approval from department head.

Unpaid break time-All full time employees receive a 30 minute unpaid break for every 5 hours of work. An employee that cannot leave the office receives a paid break for lunch.

Pay Scale- J. Hotchkiss spoke about currently there is no policy on how employees are paid. Currently there are only guidelines. If this policy is adopted this would direct on the starting pay for all full time positions. If this is adopted it would remove the power from the public what individuals pay would be. He spoke about how anyone could have attended all the committee meetings and this one tonight. M. Schwarz spoke about how he doesn't feel the townspeople really knows what each department does.

He believes this is a fairer way to start people off. This would get everyone on a level playing field. As these numbers are in the policy, they are still 2 years old, making the employees still 2% from each year behind. They should already be starting hire than these figures. J. Hotchkiss asks if this is adopted would it automatically change everyone's pay. J. Bailey answered they could just give everyone the bump to get them where they need to be or spread it out over 5 years. J. Coskie asked if then would the BOS be removing themselves from creating starting pay. J. Lamontagne stated that these would be guidelines. The department head would also have part of determining the pay increase. J. Bailey spoke about the research that was put into this pay scale. Municipal Resource puts out the starting pay scales for all positions. This scale was created from Municipal Resource information from 3 years ago and the study was done from towns with the same population as Middleton. Then there is a low scale and high scale, we took the low scale. J. Lamontagne spoke about the fact that in 2014 we went into the higher bracket in population but still remained with the study in the lower population bracket. M. Schwarz states with the police you cannot go with the size of the town, police that are leaving here are going to surrounding towns where they are being paid a lot more. J. Bailey stated the study is compared to towns on the western side of the state, where is not where we are losing our employees too, we are losing them to the surrounding towns. S. Dolliver spoke about what a surrounding town is paying for someone in his same position; it is approximately \$20 more per hour. J. Lamontagne spoke that if the pay scale goes into effect still surrounding towns are making approximately \$4.00-\$5.00 more per hour on average above the pay scale in question. J. Coskie asked if this information is public. Absolutely, J. Coskie offered to do a write up in her column. J. Hotchkiss talks about how the budget committee submits their budget. J. Bailey talked about how the step plan would work if it is split out over 5 years. J. Lamontagne showed the figures that were printed from the LGC website study. This print out showed all the towns the size of Middleton with all the low averages and high averages. Lamontagne spoke about if you spread it out over 5 years; after the 5 years you will then be 8 years behind. J. Lamontagne spoke about with the new school coming in, the currently employees could be making significantly lower pay, the employees for the school will most likely use the same study from the Municipal Resources to find their starting pay. M. Schwarz talked about with officers, EMT's, the town is spending the money to train and then the employee goes somewhere else to make more money. J. Lamontagne spoke about how it is important when you get officers with years' experience to be able to keep them and not lose them to surrounding towns. The town pays for all the training and then loses out. J. Lamontagne spoke about how the burglaries in this town that are being solved because of all the experience here. With the 4 full time officers there is over 85 years' experience. S. Dolliver spoke about importance of putting the step program into the policy. Step program is designed to make things fair and for your employees that have been here for years. J. Hotchkiss asked how much say the townspeople will have. J. Bailey stated, if we adopted this policy the townspeople cannot change the policy. J. Lamontagne stated the budget committee though does submit a budget. If the budget committee does not add to their budget, then the department head will need to figure out where the funds will come from. M. Schwarz believes one issue is in the past things having gone to the side, now the town is behind and need to catch up. J. Hotchkiss believes the town needs to catch up but when does the townspeople have their say. J. Lamontagne spoke about how the townspeople could have attended any of the policy meetings. J. Hotchkiss asked if the numbers do not pass at town meeting will other lines need to be adjusted to make the difference. J. Lamontagne stated that yes other lines would have to be adjusted. J. Hotchkiss stated the townspeople still have the final say. There has been concerned about raises. Budget committee stated no raise but a department got the raise, and there was a considerable back lash in the town. The BOS do have the authority to give raises. J. Coskie spoke about there are a lot of things in this town where things have gone through, it just needs publicity to get the word out. She will put numbers that need to be known. J. Bailey made clear that this is just not Police; it is the whole town, highway and office included. J. Hotchkiss states that if we do nothing, we will go nowhere. This year we cannot just say will the new school coming no one will get raises. J. Hotchkiss like the idea of publicizing the options that the employees can go to other towns to make more money, do we want to lose the good employees. The school will have the same problem, paying teachers less than they can get it in a surrounding community. The teachers may be union as well. J. Lamontagne asks how can Middleton bring in new employees for the school and pay them what they deserve but still be paying the current employees below average. J. Hotchkiss talks about how you can drive any place in this town during a storm and realize when you enter Middleton because the roads are much cleaner. J. Bailey mentions that some of the town employee's gross pay is on the border of being eligible for welfare benefits per the state guidelines. J. Lamontagne speaks again about how all employees are below average and did

the same study. J. Bailey spoke about some people, it doesn't matter what information you give, they will still be against change, and he agrees we need to get all the facts out before town meeting. Resident in the audience talks about the cost to the training all the employees to have them go to other towns. He suggest thinking of the replacement cost to the town to replace theses employees when the leave to go to other towns. M. Schwarz talked about if you were hiring these positions for your own use you would not get these services for the current rate. The highway department has a lot of experience. J. Hotchkiss asks if the BOS approved the policy the budget committee can change numbers. L. Parker suggested doing a presentation for the budget committee. J. Hotchkiss thinks we should educate the public on the issues. The employees like being here but when it comes down to paying bills, money is more important. J. bailey asks if we should add to the budget. These numbers will be added to the budget. J. Coskie will meet with J. Lamontagne to get information for her article. J. Hotchkiss believe the BOS should go before the Budget Committee. M. Schwarz states that this entire thing goes above just pay; it is respect to the employee and their family. J. Lamontagne states it is a benefit to the community to have the experience and dedication. J. Hotchkiss stated this is a public meeting that was posted.

J. Bailey makes a motion that we accept the new policy that has been changed effective January 1, 2015
M. Schwarz seconds, all in favor.
J. Bailey comments that it is always a working document.

Public Participation

None

J. Bailey motions to adjourn @ 8:15 PM, M. Schwarz seconds, all in favor.

Respectfully submitted by:

Laura Parker, BOS Secretary